

Shadow Run



4131 Gunn Highway, Tampa, FL 33618

board@ourshadowrun.com

Board of Directors Organizational Meeting Minutes

**IN PERSON: Riverview Public Library,
Community Room 109-A, 9951 Balm Riverview Rd., Riverview, FL**

APPROVED

April 13, 2026

(Immediately Following Annual Members Meeting)

Transcriptionist Note: Please note that the minutes as transcribed contain only motions and items requiring action by the Board of Directors. They do not contain discussion unless specifically requested to be made a part of the record.

I. CALL TO ORDER

- Etienne Nortje called the Shadow Run Homeowners' Association, Inc. Board of Directors Organizational meeting to order at 6:13 p.m. on April 13, 2026.
- Directors Present: **Dave Tsang, Lee Alexander, Lisa Tackus, Ashley Falvey, Paul Rendleman, Etienne Nortje.** (Directors Absent: **Michelle Pearson**)

II. PROOF OF NOTICE OF MEETING

- Notice of the meeting was properly posted and mailed in accordance with the Association governing documents and Florida law.

III. ELECTION OF OFFICERS

- A motion was made by Etienne Nortje to nominate **Lee Alexander** for **Secretary**.
 - The motion was seconded by Paul Rendleman. Motion passed, unanimous in favor.
- A motion was made by Lee Alexander to nominate **Ashley Falvey** as **Treasurer**.
 - The motion was seconded by Etienne Nortje. Motion passed, unanimous in favor.
- A motion was made by Etienne Nortje to nominate **Dave Tsang** for **Vice President**.
 - The motion was seconded by Ashley Falvey. Motion passed, unanimous, all in favor.
- A motion was made by Ashley Falvey to nominate **Etienne Nortje** for **President**.
 - The motion was seconded by Paul Rendleman. Motion passed, unanimous, all in favor.

IV. READING AND DISPOSAL OF ANY UNAPPROVED MINUTES

- None

V. BUSINESS

- a) Designation of signatories on association bank accounts
- b) Designation of liaison to manager and attorney
- c) Procedures for board receipt of board meeting information
- d) Limited authorities granted regarding emergency expenditures
- e) Responsibility of meeting minutes
- f) Posting meeting notices

A motion was made by Ashley Falvey to retain the existing 2025/2026 designees and operational parameters for agenda items V(a) through V(f) for the 2026/2027 term.

The motion was seconded by Paul Rendleman. Motion passed, unanimous in favor.

- g) Next Board meeting date – May 20, 2026
- h) Board member certification – CAM explained the statutory requirements.

VI. **ADJOURNMENT**

- There being no further business to come before the Board, the meeting was adjourned at 6:18 p.m.

Respectfully submitted for the Secretary, these minutes were approved on 21/05/2026

Signed: *Etienne Nortje*
[Etienne Nortje \(May 21, 2026 11:02:48 EDT\)](#)

Printed: Etienne Nortje






2026April13Organizational_MeetingAPPROVED

Final Audit Report

2026-05-21

Created:	2026-05-21
By:	Dawn Archambault (darchambault@greenacre.com)
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-  Document created by Dawn Archambault (darchambault@greenacre.com)
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